

## MEMORANDUM

**#04-17**

TO: All Department and School Fiscal Officers

FROM: Trisha L. Neely, Director

DATE: March 2, 2004

**SUBJECT: MODIFICATIONS TO EXISTING PMTI TABLES FOR DFMS IN FY 05**

DFMS reference tables for FY 05 have been created. This has been done to allow State organizations to review their existing organizational structure (IBU/MBU) and other tables (program codes, etc.) to determine their applicability in FY 05. State organizations wishing to make changes to their IBU/MBU structure must submit these changes to DFMS no later than Friday, June 11, 2004. State organizations not complying with the deadline could experience delays in processing their FY 05 documents.

Requests for changes may be mailed to Jerry Minner, DFMS, Division of Accounting, Dover, D570C. These changes may also be sent in by e-mail to [Jerry.Minner@state.de.us](mailto:Jerry.Minner@state.de.us) or by FAX (302-744-1045).

If any agency would like a printout of their IBU/MBU structure, they should contact Jerry Minner at (302) 744-1062 or by e-mail.

TLN:eed